

1 **ALPINE SPRINGS COUNTY WATER DISTRICT**  
2 **MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING**  
3 **October 13, 2023**

4 This meeting was a “hybrid” of an in-person meeting for Board and staff and Zoom for additional attendees  
5  
6

7 **A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL**

8 President Grant called the meeting to order at 9:00 AM.  
9

10 Directors Present: President Janet S. Grant, Vice-President Janice Ganong, and Dave Smelser. Christine  
11 York arrived at 9:42 AM

12 Directors Absent: Salke

13 Staff Present: General Manager Joseph Mueller, Miguel Ramirez, and Office Manager Laurie Axell  
14

15 Guests included Liz Zang, Steve Siig, NTFPD Chief Steve Leighton, Fire Marshall Brent Armstrong, Chief  
16 Alan Whisler, Jason Mack, and Ricky Holak  
17

18 **B. PUBLIC COMMENT**

19 Siig has heard the NTFPD agreement is going to be terminated. He asked if another agreement will be in  
20 place and if not, what the impacts are. Mueller explained today’s proposed action is to sunset the existing  
21 agreement in 36 months and determine the best course of action going forward. Negotiations on amending  
22 the current contract are at an impasse.  
23

24 **C. APPROVAL OF MINUTES**

25 **C1) SEPTEMBER REGULAR BOARD MEETING**

26 **It was moved by Smelser and seconded by Ganong to approve the minutes of the September 8, 2023**  
27 **Regular Board meeting as corrected. Motion carried unanimously.**  
28

29 **D. DEPARTMENT REPORTS**

30 **D1) FINANCIAL REPORT**

31 District CPA Mike Dobrowski presented the financial reports as of September 30, 2023. Net income is  
32 higher than this time last year and there is a positive cash flow, which allows Reserves to grow. However,  
33 there are quite a few of delinquent accounts. Late notices will go again out next week.  
34

35 **It was moved by Ganong and seconded by Smelser to approve the financial reports for the month of**  
36 **September 2023 as presented. Motion carried unanimously.**  
37

38 **It was moved by Ganong and seconded by Smelser to approve payment of checks #33166 through**  
39 **33217, except 33167 which was voided, payroll, and electronic fund transfers. Motion carried**  
40 **unanimously.**  
41

42 **D2) FIRE DEPARTMENT REPORT**

43 The NTFPD call report was in today’s meeting packet.  
44

45 **D3) GENERAL MANAGER’S REPORT**

46 General Manager Joe Mueller presented his activity report for the month of September 2023. He  
47 highlighted the projects and administrative issues being addressed. Mueller is working with Placer County  
48 on building permits that conflict with ASCWD water or sewer lines.  
49

50 Axell was recognized for getting the bank accounts transferred from Bank of the West to Plumas.  
51

52 **D4) OPERATION & MAINTENANCE DEPARTMENT REPORT**

53 Miguel Ramirez presented the Water/Wastewater Report for September 2023, including maintenance and

1 repairs. He showed photos of a broken sewer main caused by someone felling a tree. Ramirez and Axell are  
2 working on streamlining the permitting process and notifications.

3  
4 **D5) TTSA REPORT**

5 Smelser presented the September 20, 2023 TTSA Board Meeting Summary. He described the Covid testing  
6 being done to set a baseline so the collections can measure a spike in cases.

7  
8 **E. COMMITTEE REPORTS**

9 **E1) BUDGET & FINANCE COMMITTEE (PRESIDENT GRANT)**

10 Grant reported on the October 12, 2023 Budget & Finance Committee meeting. One million dollars  
11 earmarked for quarterly Operating expenses was invested into 90 day CDs and Treasury Bills with Wells  
12 Fargo so the funds are earning higher interest.

13  
14 There is an Unbudgeted Expense approximately \$80,000 for design and permitting of the Bear Creek  
15 Armoring project. The Armoring project will prevent further erosion which can expose sewer lines. A brief  
16 discussion followed.

17  
18 **It was moved by Smelser and seconded by Ganong to approve \$42,000 for engineering and**  
19 **permitting of the Armoring project and work costs of up to \$40,000. Motion carried unanimously.**

20  
21 **E2) PARK, RECREATION & GREENBELT COMMITTEE (DIRECTOR YORK)**

22 This Committee did not meet. The park is scheduled to close on October 16, 2023. Ricky Holak asked that  
23 pickleball courts be considered for the park.

24  
25 **E3) LONG RANGE PLANNING COMMITTEE (DIRECTOR SMELSER)**

26 To follow up on comments from the Rate Study meeting, the Committee met to consider reprioritizing  
27 projects identified in the Carollo report. Carollo submitted a revised Capital Improvement Projects Review  
28 Memorandum. Mueller noted an appendix with 2013 prioritizations. Discussion followed on the best way  
29 to move forward and get community input. There was agreement to include the appendix so the public can  
30 do a side-by-side comparison and to make it clear that the appendix is the 2013 plan.

31  
32 **E4) ADMINISTRATION & PERSONNEL COMMITTEE (DIRECTOR GANONG)**

33 This Committee did not meet.

34  
35 **F. BUSINESS ITEMS FOR BOARD DISCUSSION & ACTION**

36 **F1) SNOW CREST MEADOW RESTORATION**

37 Michele Prestowitz provided a status update on the project, showing images of the design. She described  
38 the work done. Prestowitz is pleased with the project and expects to see new growth in the spring given the  
39 rewatering of the area. A written timetable and history of the project were included in today's meeting  
40 packet.

41  
42 Prestowitz answered question clarifying how this project differs from the previous ones and opportunities  
43 for future improvements.

44  
45 **F2) AGREEMENT FOR FIRE PROTECTION, EMERGENCY MEDICAL AND**  
46 **RELATED SERVICES BY THE NORTH TAHOE FIRE PROTECTION DISTRICT TO**  
47 **THE ALPINE SPRINGS COUNTY WATER DISTRICT**

48 The Board discussed whether or not to move forward with the notice of termination of the agreement with  
49 NTFPD, given there has been no movement toward consensus on an amendment to reflect current  
50 practices.. If terminated current agreement would expire in three years. Discussion followed on pros and  
51 cons of the options.

1 The topic was open to public comment. Siig asked for clarification of the hurdles. Holak voiced concern  
2 about community pushback if the contract is being terminated without more information being provided.  
3 Armstrong said NTFPD does not support this position. NTFPD feels it has gone beyond the requirements  
4 of the current contract.

5  
6 Discussion continued as the measures taken over the past several months to reach agreement were clarified.  
7 Mueller said there needs to be a contract that clearly outlines the roles and responsibilities of each party.  
8 The contract needs to be clear on the services being provided and the costs paid for those services. The  
9 next three years will be spent investigating options with NTFPD and other possible alternatives. Under the  
10 contract, NTFPD will continue to provide service during that time.

11  
12 **It was moved by Smelser and seconded by Ganong to direct the General Manager to draft and serve**  
13 **the North Tahoe Fire Protection District with a Notice of Termination of the Agreement for fire**  
14 **protection, emergency medical and related services to ASCWD. Motion carried with York**  
15 **abstaining.**

16  
17 **F3) FALL 2023 ASCWD NEWSLETTER**

18 The proposed Fall 2023 newsletter was included in the packet. Discussion followed regarding ways to  
19 distribute it, including sending out a condensed version and posting the entire newsletter on the website and  
20 putting more information on the postcard about how to access the newsletter. Mueller was asked to include  
21 something about the Notice of Termination of the NTFPD contract and use his best judgement in  
22 distributing the newsletter.

23  
24 **G. FUTURE AND OPEN AGENDA ITEMS**

- 25 • FY 2022/23 District Audit
- 26 • Budget & Finance to consider a policy regarding rates to be charged for a leak

27  
28 **H. CORRESPONDENCE TO THE BOARD**

29 Grant presented an owner's request to reduce the fees charged as a result of a leak. Mueller said the leak  
30 was addressed in a timely manner after the District alerted the owner. The Budget and Finance Committee  
31 was asked to recommend a policy to the Board so the GM can make a determination on this type of request,  
32 based on historical water usage and how quickly a leak was addressed.

33  
34 **It was moved by Ganong and seconded by York to charge the owner at the Tier 2 rates. Motion**  
35 **carried unanimously.**

36  
37 **I. CLOSED SESSION**

38 Closed Session was not convened.

39  
40 **J. DIRECTORS' COMMENTS**

41 The Board considered strategies to communicate the decision about the NTFPD contract. Mueller will ask  
42 the attorney to draft a message and talking points.

43  
44 **K. ADJOURNMENT**

45 There being no further business to come before the Board, the meeting was adjourned at 11:58 AM.  
46 The next regularly scheduled Board meeting is Friday November 10, 2023 at 9:00 AM.

47  
48 Respectfully Submitted,  
49 Judy Friedman  
50 Recording Secretary  
51 THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS  
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